



# Frontline Services

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*Application for graduation*

Registrar Office

# Application for graduation

## Schedule of Availability of Service

Monday to Friday  
8:00am – 5:00pm

## Who may avail of the Service:

Graduating Students of ISU

## What are the requirements:

Application for evaluation

## Duration:

One (1) minute for submission of application only

## How to avail of the Service:

Step	Applicant/Client	Office Activity	Duration of Activity	Person In-Charge
1	Submit duly accomplished application form for graduation	Receive application form for graduation for evaluation and deliberation	1 minute	<ul style="list-style-type: none"> <li>• Ambrocia Gaffud</li> <li>• Mylene Manuzon</li> <li>• Albino Gandia</li> <li>• Wilma Panganiban</li> <li>• Caroline Ruiz</li> <li>• Jonathan Donato</li> <li>• Rowena Aquino</li> </ul>
2		Submit the final list of candidate for graduation to the Dean's Office to be deliberated on a scheduled date	1 week before the scheduled college council meeting	<ul style="list-style-type: none"> <li>• Ambrocia Gaffud</li> <li>• Mylene Manuzon</li> <li>• Albino Gandia</li> <li>• Wilma Panganiban</li> <li>• Caroline Ruiz</li> <li>• Jonathan Donato</li> <li>• Rowena Aquino</li> </ul>
End of Transaction (REGISTRAR)				